

RG 104, 8KRA-104-84-033

1915-1918

Press Copies of Letters Sent from the
Superintendent to the Treasury Department,
1915-1918.

Visitors' Letters on appointments

The Secretary
&
Asst. Secretary
of the Treasury
From - Dec. 1. 1913
To - Oct 9 - 1917

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To copy **TYPE-WRITTEN LETTERS**, the leaves require **MORE MOISTURE** than they do to Copy Letters written with **PEN AND INK**.

December 1st, 1913.

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have to recommend the appointment of John H. Presnell to the position of melter at this institution at \$3.50 per day, effective from date of oath, his name having been selected from list of eligibles furnished me by the Secretary of the 12th Civil Service District.

Respectfully,

Charles H. ...
Superintendent.

February 3rd, 1924.

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have the honor to request the temporary appointment of George J. Bucher as cupellar at this institution with compensation at the rate of \$1500.00 per annum, effective from date of oath.

I would explain in this connection that Mr. A. J. Dexter, who is at present employed to perform the duties of cupellar, is seriously ill and will probably not be able to return to his duties for some time and it is absolutely necessary owing to our limited force to have some one do this work during Mr. Dexter's absence. Mr. Bucher was employed in this capacity at this institution some years ago, and he has been selected owing to the fact that the party taking Mr. Dexter's place should have some experience along that line. If you approve this request, please advise me by wire.

I enclose a telegram from the District Secretary stating that there is no eligible list from which a selection could be made for this appointment.

Respectfully,

Thomas A. ...

Superintendent.

January 27th, 1914.

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have the honor to request that Mr. Tecumseh S. Foltz be appointed a fireman at this institution with compensation at the rate of \$900.00 per annum, said appointment to be effective from date of oath.

Mr. Foltz's name has been selected by me from the eligible list furnished by the District Secretary of the Civil Service Commission.

Respectfully,

Thomas A. Munroe

Superintendent.

Sept 2d 1914.

W.P. Kelburn,
Assistant Treasurer.
Washington.D.C.

Sir:-

Your telegram received as follows;--"Accept from First National Bank Denver deposits in gold for credit of its own and its correspondents, five per cent redemption fund and advise me dates, amounts and on account of what banks such deposits are made."

The First National Bank today deposited \$40,250.00 in gold certificates, for the credit of the Treasurer of the United States.

\$36,800.00 was deposited on account of Five Per Cent Fund of First National Bank of Denver.

\$3,450.00 was deposited on account of Five Per Cent Fund of First National Bank of Eaton Colorado.

This is the first deposits of this kind we have received and I will thank you to kindly send such instructions as you think necessary.

Yours Very Truly.

John W. ...
Superintendent.

Sept 4th, 1914

Hon Wm P. Malburn.
Assistant Secretary.
Washington, D.C.

Dear Sir;--

I have this day received from the First National Bank of Denver,
\$1650.00 in gold certificates for the credit of the Five Per Cent
Fund of the Morgan County National Bank of Fort Morgan Colorado.

Yours Very Truly.

John W. Malburn
Superintendent.

September 11th, 1914.

The Treasurer of the United States,
Treasury Department,
Washington, D.C.

Sir:-

Referring to your letter of the 3rd instant (DWA),
informing me that a supply of Form 1712 -Certificates of De-
posit - had been forwarded for the use of this institution, I
now to advise that said forms have not yet been received and
I will thank you to have the same sent as early as practicable.

Respectfully,

Thomas A. R. R.

Superintendent.

August 10th, 1917

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have the honor to recommend that the designation and compensation of Asa Ligon, at present fireman at this institution with compensation at \$900. per annum, be changed to helper in the refinery at \$3.50 per day.

I have to state in this connection that it became necessary to take H.D. Bartlett out of the refinery owing to his health having been injured by the fumes and to assign him to other work in the building. This leave the refinery short one man, and as Mr. Ligon has been a faithful and efficient employee, I would like him to have this promotion.

Respectfully,

Thomas A. ...
Superintendent.

August 10th, 1917

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have the honor to recommend that the designation and compensation of Asa Ligon, at present fireman at this institution with compensation at \$900. per annum, be changed to helper in the refinery at \$3.50 per day.

I have to state in this connection that it became necessary to take H.D. Bartlett out of the refinery owing to his health having been injured by the fumes and to assign him to other work in the building. This leave the refinery short one man, and as Mr. Ligon has been a faithful and efficient employee, I would like him to have this promotion.

Respectfully,

Thomas H. ...
Superintendent.

August 10th, 1914.

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have the honor to recommend that the designation of Marshall H. White, be changed from Chief Electrician to Electrician and Assistant Foreman Machinery Department, compensation to remain as at present, \$5.00 per day.

In addition to Mr. White's duties as electrician, he is now performing considerable work that would belong to an assistant foreman of the machinery department, and I would like his title to conform to his work as far as possible.

Respectfully,

Superintendent.

August 10th, 1934.

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have the honor to recommend the appointment of one fireman at this institution with compensation at the rate of \$900 per annum, in lieu of Asa Ligo recommended for promotion.

Respectfully,

James A. ...
Superintendent.

August 11th, 1914.

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have the honor to recommend that the designation and compensation of E.G.Smith, at present Fireman In Charge at \$1200 per annum, be changed to Fireman at \$900 per annum, effective from September 1st, 1914.

I make this recommendation for the reason that Mr. Smith has not made good as fireman in charge.

Respectfully,

Thomas A. ...

Superintendent.

August 11th, 1914.

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have the honor to recommend that Tecumseh S. Foltz be promoted from Fireman at \$900 per annum to fireman in charge at \$1030 per annum, effective September 1st, in lieu of E.G. Smith demoted.

Respectfully,

Thomas A. Smith

Superintendent.

August 11th, 1914.

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have the honor to recommend that the designation and compensation of X.T.Stoddard at present Foreman of the Refinery Melting Room at \$1550 per annum, be changed to Melter at \$4.50 per diem, effective from September 1st, 1914.

This is done for the reason that I wish to center the responsibility on the foreman of the refinery and allow him to have full charge of the refinery and refinery melting room.

Respectfully,

Superintendent.

August 26th, 1914.

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have the honor to recommend that Otto W. Laase be appointed fireman at this institution with compensation at the rate of \$900 per annum, effective from date of oath, his name having been certified to me by the Secretary of the 12th Civil Service District, as per accompanying certificate No. 1545.

As the services of an additional fireman at this institution are urgently needed, I would request that if you approve this recommendation, action thereon be taken at the earliest possible date.

Respectfully,

Thomas A. ...

Superintendent.

September 15th, 1914.

Honorable W.P. Malburn,

Assistant Secretary, Treasury Department,

Washington, D.C.

Sir:-

On September 8th we received from the First National Bank of Denver \$800.00 in Gold Certificates on account of the 5% Fund of the Citizens National Bank of Julesburg, Colorado.

We received notice the first part of the present month that Form 1712 had been sent us, but up to this time it has not been received.

Respectfully,

Thomas A. ...

Superintendent.

September 15th, 1914.

The Supervising Architect,
Treasury Department,
Washington, D.C.

Sir:-

I am enclosing letter from F.H.Cowell, contractor for new toilet room, etc., at this building, proposing to make certain changes in the plumbing work under said contract for the sum of \$94.00.

I have to state in this connection that this extra work is necessary to connect the waste water pipes from said toilet room to the sump wells in the basement in order to save such values as may be carried off by such waste water, all other waste water pipes in the building being so connected. This connection was overlooked in making up the drawings and specifications for the present work, and as the amount to be charged for same is reasonable and the work necessary, I recommend the acceptance of the proposal.

Respectfully,

Chas. A. ...

Custodian.

October 27th, 1914.

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have to recommend that the designation and compensation of Otto W. Laase be changed from fireman at \$900 per annum to fireman in charge at \$1080 per annum, the same to be effective from November 1st, 1914, vice Tecumseh S. Foltz, demoted.

Respectfully,

Thomas A. Brown

Superintendent.

October 27th, 1914.

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have to recommend that the designation and compensation of Tecumseh S. Foltz be changed from fireman in charge at \$1080 per annum to fireman at \$900 per annum, effective from November 1st, 1914.

In this connection I have to state that Mr. Foltz's services as fireman in charge have not been entirely satisfactory and in another communication I have submitted the promotion of Mr. Otto W. Lease, fireman, to take the place now held by Mr. Foltz as he has had extensive experience in that capacity and I believe will fill the position in a very satisfactory manner.

Respectfully,

Thomas A. ...

Superintendent.

October 31st, 1914.

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have to recommend that the designation and compensation of Homer J. Pumphrey be changed from Captain of the Watch at \$1400 per annum to Watchman at \$900 per annum, effective from date of oath.

I desire to state in this connection that I am recommending this change in the status of Mr. Pumphrey in the interest of efficiency as he has not made good as Captain of the Watch and recently has had an illness which will render him unable to perform the duties of that position.

Respectfully,

Thomas A. ...

Superintendent.

November 17th, 1914.

The Supervising Architect,
Treasury Department,
Washington, D.C.

Sir:-

I have to enclose voucher, in amount \$4.10, in favor of the Kohler-McLister Paint Company of this city, as payment for 8 double strength window lights.

I have to state in this connection that one of the large circular windows (upper) in the ingot melting room of this building was accidentally broken, and in its place I have had inserted eight small lights, the carpenter at this building performing the necessary labor. The enclosed voucher is in payment for the glass only and was purchased under "Section XIII, Instructions to Custodians, 1905".

Respectfully,

John A. ...
Custodian.

November 17th, 1914.

The Treasurer of the United States,
Washington, D.C.

Sir:-

I return herewith Transfer Order No. 48256, enclosed with your letter of the 14th instant (HSW) and directing the deposit of \$40,834.54 on account of profits on subsidiary silver coin. This amount represents the profits on nickel coinage as reported to the Bureau of the Mint in my letter of the 6th instant.

Respectfully,

Charles A. ...
Superintendent.

December 3, 1914.

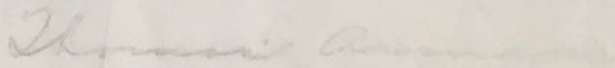
The Globe Plant,

American S. & R. Co., City.

Sirs:

I am sending you today by the Kennicott-Patterson Transfer Co.,
one hundred forty-eight (148) sacks of Mint sweeps, to be treated and return-
ed as one lot. The sacks are not marked, but returns can be made as of
lot Ingot 1.

Respectfully,



Superintendent.

March 1st, 1915.

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have the honor to recommend that the designation and compensation of William R. Willan be changed from Helper at \$3.50 per day to Melter at \$4.50 per day, effective from date of oath.

Mr. Willan is now and has been for some time acting as melter in the ingot melting room. All melters in the institution receive \$4.50 per day and I wish Mr. Willan to receive the same wages as the balance of the melters. I consider him one of the very best and most competent men in this institution.

Respectfully,

Superintendent.

June 11th, 1915.

The Honorable,

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have the honor to recommend that the compensation of Samuel R. Davidson, Unclassified Laborer at this institution, be increased from \$2.50 per day to \$3.50 per day, effective from July 1st, 1915.

In this connection I would say that Mr. Davidson's services have been very satisfactory and I feel that he is entitled to this increase in his pay.

Respectfully,

Thomas Davidson
Superintendent.

4
September 16th, 1915.

The Honorable,

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have to recommend that the designation and compensation of Mr. Edwin C. Ford be changed from Clerk at \$1600 per annum to Assistant Cashier at \$1800 per annum, effective from October 1st, 1915.

Mr. Ford has assisted in the Cashier's office on several occasions during the absence of the Cashier and Assistant Cashier on leave and I believe he has earned this promotion.

Trusting that this will receive your favorable consideration, I am

Respectfully,

Thomas C. Brown

Superintendent.

5
111
September 16th, 1915.

The Honorable,

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I wish to recommend that Mr. Charles H. More, Cashier at \$2500 per annum, be demoted to Clerk at \$1600 per annum, effective October 1st, 1915.

Mr. More's services as Cashier have been very unsatisfactory and he is not an efficient cashier and for that reason I am making the recommendation that this change be made. The position of Cashier is so important that it seems to me the Superintendent should have the very best man in the Cashier's office that it is possible to obtain.

There is at this time no \$1600 clerkship vacant, but I am recommending the promotion of a \$1600 clerk to the position of Assistant Cashier at \$1800 per annum.

Trusting this recommendation will have your favorable consideration, I am

Respectfully,

Thomas Ammend
Superintendent.

September 16th, 1915.

The Honorable,

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I wish to recommend that Mr. Benjamin M. Phillips' designation and compensation be changed from Assistant Cashier at \$1800 per annum to Cashier at \$2500 per annum, vice Chas.H. More, Cashier, demoted to Clerk at \$1600 per annum, the same to be effective from October 1st, 1915.

Mr. Phillips is one of the most competent men in this institution and he has served a number of years as Assistant Cashier. I consider him well qualified for this most important position and a man whom I can trust absolutely.

I trust that this recommendation will meet with your favorable consideration.

Respectfully.

Thomas Amear
Superintendent.

7
111
September 16th, 1915.

The Honorable,

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have to recommend that the compensation of Mr. Peter Monaghan, Jr., Helper, be increased from \$3.50 per diem to \$3.75 per diem, effective from October 1st, 1915.

Mr. Monaghan has been working as a helper in the bleaching room and his services having been satisfactory, I desire to pay him the same wage as other helpers who have served in the same capacity.

Respectfully,

Thomas A. Ames

Superintendent.

September 23rd, 1915.

The Honorable,

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have to recommend that the compensation of Miss Florence G. Heatley, Telephone Operator at this institution, be increased from \$720 per annum to \$840 per annum, from October 1st, 1915.

In addition to Miss Heatley's duties as Telephone Operator she performs considerable typewriting and I feel she is entitled to this extra compensation.

Respectfully,

Superintendent.

May 5th, 1916.

The Honorable,

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have to recommend that the designation of Edwin G. Smith, at present employed as fireman in this institution at \$900 per annum, be changed to Watchman at the same compensation to succeed Homer J. Purphrey, deceased.

Respectfully,

Chas. E. ...
Superintendent.

May 9th, 1916.

The Honorable,

The Secretary of the Treasury,

Washington, D.C.

Sir:-

Owing to the absence of an eligible list from which to make a regular appointment, I have the honor to recommend the temporary appointment of R.C. Waters as fireman at this institution with compensation at the rate of \$900 per annum.

The services of Mr. Waters are needed to fill the vacancy due to the change in designation of Mr. R.G. Smith recommended in my letter of the 5th instant, the latter to serve as watchman in lieu of Homer J. Pumphrey, deceased, instead of fireman as formerly.

Respectfully,

Thomas J. Pumphrey

Superintendent.

May 24th, 1916.

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I enclose bond of indemnity, affidavit and duplicate check in the matter of a lost check drawn by me on January 18th, 1916, on the Treasurer of the United States to the order of the Colorado Laundry Company, in amount \$36.91.

Respectfully,

Thomas P. ...
Superintendent.

June 17th, 1916.

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have the honor to recommend that the compensation of James H. Hapenny, machinist at this institution, be placed at \$4.50 per day from July 1st, 1916.

Respectfully,

J. H. Hapenny
Superintendent.

June 22nd, 1916.

The Assistant Treasurer, United States,

Chicago, Illinois.

Sir:-

Replying to your letter of the 20th instant,
I have to advise that the missing counter's tag belong-
ing to the sack in which we found the half dollar over-
age, has not been found and I conclude that it has been
permanently lost.

Respectfully,

Superintendent.

H

June 26th, 1916.

The Honorable,

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have to recommend the appointment of Richard C. Waters as fireman at this institution with compensation at the rate of \$900 per annum, effective July 1st, 1916, vice Edwin G. Smith whose duties and designation have been changed to Watchman.

Mr. Waters' name has been selected from the list of eligibles furnished by the District Secretary of the Civil Service Commission at San Francisco.

Respectfully,

Thomas C. ...
Superintendent.

July 10th, 1916.

Hon. Mr. P. Maltura,

Assistant Secretary, Treasury Department,
Washington, D.C.

Sir:-

Replying to your letter of the 6th instant, I have to state that I have on hand \$875,000 in Standard Silver dollars at the present time, and I believe this amount will be sufficient to meet all demands for this denomination for the next six months, at least.

Respectfully,



Superintendent.

July 15th, 1916.

July 27th, 1916.

The Secretary of the Treasury,
Department of the Treasury,
Washington, D.C.
Washington, D.C.

Sir:-

I have the honor to advise you that as one clerk in
Class 3 at \$1500 per annum was omitted from the appropriation
for salaries at this time for 1917, I beg to recommend that Mr.
Charles H. More be dropped from the rolls effective June 30th,
1916, on account of lack of funds.
per annum to \$5.00 per day.

Respectfully,

I am requesting your change for the reason

I believe these men should be paid by the day and not on
a monthly basis.

Superintendent.

Respectfully,

July 27th, 1916.

July 27th, 1916.

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have to recommend that the compensation of
W.M. Bush, foreman of the ingot melting room, be changed from
\$1550 per annum to \$5. per day, and that of Daniel Brady,
foreman of the deposit melting room, be changed from \$1700
per annum to \$5.50 per day.

I am requesting this change for the reason that
I believe these men should be paid by the day and not on
a monthly basis.

Respectfully,

Superintendent.

September 22nd, 1916.

The Honorable,

The Secretary of the Treasury,

Washington, D.C.

Sir:-

In the absence of a melters list and upon the authority of the Secretary of the 12th U.S. Civil Service District at San Francisco, I have this day appointed Herbert W. Pond and Charles W. Lindhard temporary melters at this institution at a compensation of \$3.50 per diem, subject to your approval.

Respectfully,

Thomas A. ...
Superintendent.

L

September 22nd, 1916.

The Honorable,

The Secretary of the Treasury,

Washington, D.C.

Sir:-

I have to recommend that Mr. Nathan A. Baker,
Clerk, Class 3, at \$1600 per annum, be changed to Clerk,
Class 2, at \$1400 per annum, effective from October 1st,
1916.

Respectfully,

Thos. A. Baker
Superintendent.

September 12nd, 1916.

The Honorable,

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have to recommend that Mr. George V. Welch
be promoted from Clerk, Class 2 at \$1400 per annum to
Clerk, Class 3, at \$1600 per annum, effective from October
1st, 1916.

Respectfully,

Superintendent.

September 23rd, 1916.

The Honorable,

The Secretary of the Treasury,

Washington, D.C.

Sir:-

In the absence of a melters list and upon the authority of the Secretary of the 12th U.S. Civil Service District at San Francisco, I have appointed Herbert W. Pond and Charles W. Lindhard, effective from the 22nd instant, and Ray Joseph Brown, on this date, temporary melters at this institution at a compensation of \$3.50 per day. same to be subject to your approval.

Respectfully,



Superintendent.

September 30th, 1916.

The Honorable,

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have accepted the resignation of
Herbert W. Pond, temporary melter at this insti-
tution, to take effect at the close of business
this date, the work being too severe for him.

Respectfully,

Superintendent.

October 2nd, 1916.

The Secretary of the Treasury,
Washington, D.C.

Sir:-

In the absence of a melters list and upon the authority of the Secretary of the 12th U.S. Civil Service District at San Francisco, I have appointed, subject to your approval, Jonas T. Hinman temporary Melter at this institution with compensation at the rate of \$3.50 per day, effective this date.

Respectfully,

Thomas A. Hinman
Superintendent.

October 17th, 1916.

SUBJECT: Changing status of employe.

The Honorable,
The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have the honor to recommend that the compensation of Otto W. Laase, fireman in charge at this institution, be changed from \$1200 per annum to \$3.85 per day, effective from October 16th, 1916.

Respectfully,

Superintendent.

October 17th, 1916.

SUBJECT: Changing status of certain employees.

The Honorable,
The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have the honor to recommend that the compensation of Richard C. Waters and Tecumseh S. Faltz, firemen at this institution, be changed from \$900 per annum to \$2.85 per diem, each, effective from October 16th, 1916.

Respectfully,

Superintendent.

October 21st, 1916.

SUBJECT: Submitting 3 temporary appointments
for approval.

The Honorable,
The Secretary of the Treasury,
Washington, D.C.

Sir:-

In the absence of a melter's list and upon
the authority of the Secretary of the 12th U.S. Civil
Service District at San Francisco, I have appointed,
subject to your approval, the following persons as tem-
porary melters at this institution with compensation
at the rate of \$3.50 per day, effective from this date:

Ambrose J. Aurand.
Ashbel E. Hunt.
Harry H. Isett.

Respectfully,

Superintendent.

October 25, 1916.

TREASURER, UNITED STATES,
WASHINGTON.

QUIVER BATAM FRUIT YESTERDAY. NAPTHA HIDALGO LEMUR PLUTO.

Amear

OFFICIAL BUSINESS,
GOVERNMENT.

SUPERINTENDENT.

29
1
November 4th, 1916.

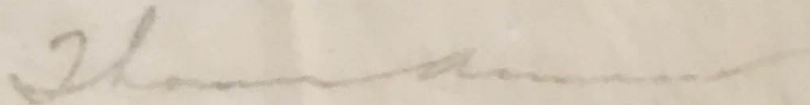
SUBJECT: Stamp payment from appropriation Contingent Expenses
Independent Treasury.

The Secretary of the Treasury, (Division of Public Monies),
Washington, D.C.

Sir:-

As requested by your letter of the 1st instant,
I enclose corrected statement for quarter ended September
30th, 1916, of stamps paid for from appropriation Contingent
Expenses - Independent Treasury.

Respectfully,



Superintendent.

Original statements enclosed.

1

November 14th, 1916.

SUBJECT: Recommending temporary appointment of J.B. Annear.

The Honorable,
The Secretary of the Treasury,
Washington, D.C.

Sir:-

In the absence of an eligible list for melters from which to make a regular appointment, I have the honor to recommend the appointment of J.B. Annear as temporary melter at this institution with compensation at the rate of \$3.50 per day, effective November 16th, 1916, vice Jonas T. Hinman, temporary melter, resigned November 4th, 1916.

Respectfully,

Thomas Annear

Superintendent.

November 17, 1916.

The Secretary of the Treasury,
Division of Public Monies,
Washington, D. C.

Sir:

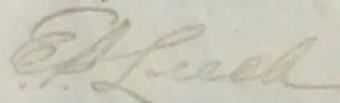
I have to request an advance of Five thousand dollars (\$5,000) from the appropriation "Contingent Expenses, Independent Treasury, 1917." This sum to be used when required on shipments of gold and silver coin that may be made by parcel post requiring the prepayment of postage at parcel post rates.

Respectfully,

Thomas Annsar,

Superintendent,

By


Acting Superintendent.

May 10th, 1917.

The Honorable,
The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have the honor to request that Mr. Roger L.
Halden, of this city, be appointed fireman at this in-
stitution with compensation at the rate of \$2.85 per day,
effective Jan 1st, 1917.

Respectfully,

Thomas A. ...

Superintendent.

33
1
May 21st, 1917.

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have the honor to recommend that David
M. Yaker, of this city, be appointed a temporary clerk
at this institution with compensation at the rate of
\$1400 per annum, from date of oath.

I have selected Mr. Yaker's name from the
list of eligibles furnished me by the Secretary of the
12th U.S. Civil Service District.

Respectfully,

Thomas A. ...
Superintendent.

May 26th, 1917.

The Assayer in Charge,
United States Assay Office,
Seattle, Washington.

Sir:-

Replying to your letter of the 23rd instant,
you are advised that your bullion shipments for this
fiscal year should reach this institution not later
than June 20th.

Respectfully,

Thomas A. Arnesen

Superintendent.

May 28th, 1917.

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have to recommend that Harry E. Halstead, of this city, be appointed fireman at this institution with compensation at the rate of \$2.85 per day, effective from date of oath.

I have selected Mr. Halstead's name from the eligible list furnished me by the Secretary of the 12th U.S. Civil Service District at San Francisco.

Respectfully,

Thomas A. ...
Superintendent.

May 28th, 1917.

The Secretary of the Treasury,
Washington, D.C.

Sir:-

I have to recommend that Mr. Clifford Sherwood, of this city, be appointed clerk at this institution with compensation at the rate of \$1600 per annum, the same to be effective June 11th, 1917.

I have selected Mr. Sherwood's name from the eligible list furnished me by the Secretary of the 12th U.S. Civil Service District at San Francisco.

Respectfully,

Thomas A. ...

Superintendent.

July 23rd 1917.

Secretary of the Treasury,

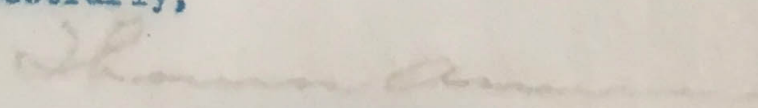
Washington, D.C.

Sir:

I have to recommend the appointment of Harry Baskind, as a permanent guard at this institution, at an annual salary of \$900, effective August 1st 1917, vice George Conlay, temporary guard.

I have selected Mr. Baskind from the list of eligibles certified me by the Secretary of the Twelfth U. S. Civil Service District, San Francisco, Calif.

Respectfully,


Superintendent.

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October 2nd, 1917.

Hon. Secretary of the Treasury,
Washington, D.C.

Sir:-

I have to recommend that Oliver A. Lockhart be appointed helper in the refinery of this institution with compensation at the rate of \$4. per day, vice Robert J. Perry who resigned said position on September 29th, last, the appointment to be effective from date of oath.

I enclose certificate from the Secretary of the 12th Civil Service District covering this recommendation for appointment.

Respectfully,

Thomas C. ...
Superintendent.

This is a sample of the work of this ribbon. It looks better.

July 11, 1932

The Director of the Mint
Washington, D. C.

Sir:

I have to submit the Efficiency Rating Report of the employees of this institution for the six months ending June 30th, 1932:

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